

## Application

11095 - October 2011 Small & Simple Fund Opportunity - Final  
S11129 - Arbor Heights Emergency and Disaster Preparedness  
NMF Small and Simple Projects Fund

Status: Submitted

Submitted Date: 10/17/2011 4:41 PM

## Applicant Information

Primary Contact:

Name:\*

Ms. Merita Patton

Salutation First Name Middle Name Last Name

Title:

Email: meri\_patton@yahoo.com

Address: 10444 California Ave SW

\*

Seattle Washington 98146

City State Postal Code/Zip

Day/Work Phone:\*

206-937-2258

Phone Ext.

Fax:

Cell Phone: 206-965-0076

Evening/Home Phone:

Program Area Bill Wright Technology Matching Fund

## Organization Information

Name: Arbor Heights Elementary PTA

Organization Type: PTSA/PTA

Tax ID Number:

Organization Website:

Address: 3701 SW 104th Street

City\*

Seattle Washington 98146

City State Postal Code/Zip

Phone:\*

206-252-9250

Ext.

Fax:

## Project Information

Project Address: 3701 SW 104th Street

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Seattle Washington 98146

City State Zip

Please limit your response to 500 characters.

Briefly describe the project (limited to 500 characters):

The community of Arbor Heights will come together to develop and implement a plan for emergency and disaster preparedness, including training, disaster kits, and supplies for 400 Arbor Heights Elementary School staff, students, and neighbors.

Where will the project be located? View map of the districts.

Project district: Southwest

Project Types: Public School Projects

Project Sub-Types: Emergency Prep

For physical improvement or capital projects, who is the property owner:

Does your group have a current NMF project under contract: No

If Yes, what is the project name:

Provide the name of the NMF Project Manager who assisted you: None

Total Amount Requested: \$12,520.00

Total Match Amount: \$12,520.00

## Fiscal Sponsor Information

Fiscal Sponsor Organization Name Arbor Heights PTA

Federal Tax I.D. Number 91-1447769

Fiscal Sponsor Contact Name Merita Patton

Fiscal Sponsor Phone 206-937-2258

Fiscal Sponsor Address Line 1 3701 SW 104th Street

Address Line Line 2

City

Seattle Washington 98146

City State Zip

Project Sponsor Signer's Name John Christensen

Project Sponsor Signer's Title Arbor Heights Elementary School PTA President

Fiscal Sponsor Signer's Name Catherine Irby Arnold

Fiscal Sponsor Signer's Title Arbor Heights Elementary School PTA Treasurer

## Proposed Idea

Describe exactly what you will do.\*

The families and staff at Arbor Heights Elementary School care about our community. In light of recent disasters around the world, it has become apparent that we need to be better prepared in the event of an emergency or disaster. Our goal is to educate and help prepare Arbor Heights Elementary School and our community in case we are faced with an emergency or disaster. In order to achieve these goals, Arbor

Heights Elementary School staff and volunteers will be working with the City of Seattle Office of Emergency Management SNAP program, the Seattle Fire Department, West Seattle Be Prepared, Arbor Heights Community Church (certified Red Cross shelter), and our Block Watch crime prevention coordinator. Volunteers will gather and organize related safety information for neighborhood preparedness, focusing on the 72 hour recommended supplies in case of an emergency or disaster. In addition, some training in first aid, CPR, and search and rescue will be provided. We will hold a free evening workshop at Arbor Heights Elementary School to share information with as many community members as possible. During this event we will display the Preparedness Pyramid and have a representative from each organization listed above speak briefly and answer questions. Workshop participants will be given an emergency and disaster family plan packet to take home and information about the Neighborhood Block Watch program. Current and interested Block Watch captains will be encouraged to organize SNAP meetings with their neighbors. In order to insure robust community participation, we will promote the event using a variety of methods of communication including but not limited to: West Seattle Blog, West Seattle Herald, sandwich boards around the neighborhood, posters in the school lobby, information on the school website and Facebook page, announcements to local churches, posters in local grocery stores and notices in library bulletins. In addition, we will have our schools 5th grade safety patrol deliver the 3days3ways emergency and disaster information flier around the neighborhood during Halloween.

The Arbor Heights PTA would like to purchase emergency supply kits to ensure that each student and staff member at the school has 3 days worth of survival supplies in the event of an emergency during school hours. The supplies will be located on the Arbor Heights Elementary School campus in an existing container. Currently there are expired foods and water in the container that must be discarded and replaced. Other basic equipment will be purchased and stored at this same location such as first aid supplies, walkie talkies, radios, and tents. Through our many yearly PTA fundraising efforts, we strive to provide academic enrichment programs, capital improvements and supplies for students and the school. A large percentage of our funds are spent on Kindergarten assistants, 5th grade camp, instrumental music and many other long standing basic programs that are not funded through the school district.

Faced with more budget cuts this year, it is challenging to meet the needs of our students, and even more challenging to allocate resources for outreach to our surrounding community. This year's reduction in per pupil allocation by \$47 per student amounts to a \$15,768 cut. The biggest reduction is in our Learning Assistance Program, where we went from having \$35,751 last year to \$4,376 this year. 44% of our students qualify for free and reduced lunch making it difficult for these families to provide emergency supplies. While these numbers are concerning for our school, we believe they echo a reality for many families and individuals in our surrounding community as well. We strive to extend the reach of our school's disaster and emergency preparedness planning to our surrounding community, recognizing that a healthy school and a healthy community are interdependent, particularly in case of an emergency. While emergency and disaster preparedness are a priority for our school and community, it has been challenging for our school and our community members to allocate funds to this priority area in light of the current economic climate. We are grateful for programs like NMF Small and Simple Projects Fund that give us the opportunity to provide important supplies and services for our school and community without taking away existing programs to achieve our community wide emergency and disaster safety goals.

Emergency and disaster safety at Arbor Heights will continue to be an area of strong focus as our community comes together and as our new principal at Arbor Heights Elementary School, Christy Collins is very knowledgeable about all levels of safety. The mission of Arbor Heights Elementary PTA is to "Support the Students, the Families and the Staff of the Arbor Heights Community. What better way to support this mission than by making this all possible?

Talk about how the project will benefit the broader community.\*

Arbor Heights Elementary is located on the Southwest tip of Seattle close to White Center and Burien, 377 feet above sea level! We have 364 students. The majority of students who attend Arbor Heights Elementary live within walking distance of the school. Our diverse community is home to many different ages and ethnicities. In the event of a major disaster it is likely that many community members will approach the school not only to pick up their children, but for information and assistance. In addition, we anticipate community members without children currently enrolled at the school will approach the school for assistance. Our goal is to educate our community to be prepared to meet the needs of our children, families and surrounding community in advance of an emergency or natural disaster. By partnering with local agencies and community groups, we intend to spread awareness well beyond our school walls. Providing information to community members at our free evening workshop will be our main way of doing this. This event will better prepare our entire community in case of an emergency or disaster. Providing a venue for neighbors to be together and learn about disaster preparedness will build relationships, foster a sense of community, and potentially save lives. Having a thorough understanding of what to expect and how to react in the event of an emergency or disaster is an outstanding way to build a stronger community. As individuals and families build and share their emergency and disaster plans, so will Arbor Heights Elementary School.

Explain why you want to do this project.\*

This year the Arbor Heights Elementary School PTA has dedicated \$5000 to improve our current emergency and disaster plan. "Safety first" is a motto we all believe in, but cannot safely say we are living by at this time. We want to change that! Once this project is complete we will have the supplies and education necessary to safely secure our students at the school for 3 days, while serving as a resource for our surrounding community. Working together to help our neighbors build an emergency plan for themselves is equally important. The main reason for this project is to have a stronger community that cares for its members not only during emergencies, but on an on-going and sustained basis.

## Workplan

Step/Activity	Responsible Person/Group	Month Done	Year Done
Spread emergency and disaster awareness to community members by delivering fliers door to door during Halloween trick or treating.	Merita Patton and Arbor Heights Elementary 5th Grade Safety Patrol	October	2011
Steering Committee meet with the Arbor Heights Faculty Safety Committee. Start planning school supply needs and faculty training in CPR, first aid, and search and rescue. Purchase supplies.	AHPTA, faculty and steering committee	December	2011
Provide orientation for faculty on using emergency supplies. Second official steering committee meeting. Dispose of expired emergency supplies. Organize container. Put newly purchased supplies in container and classrooms. Send home family emergency and disaster educational packets with each student containing materials provided by Debbie Goetz and Debbie Smith.	steering committee	January	2012
Third official steering committee meeting. Finalize plans for community outreach workshop. Meet with organizations to coordinate workshop (police department SOEM, fire department, block watch coordinator, captain(s), Red Cross and Arbor Heights Community Church etc.) Publicize Community Workshop. Publicize Arbor Heights "Safety First" on school website, school Facebook page, and PTA bulletin board.	AHPTA and steering committee	February	2012
Hold free evening community workshop. Distribute comment cards to staff, families, and participating community members. Collect comments cards. Final official Steering Committee meeting to review comment cards and plan continued community outreach.	steering committee	March	2012

## Neighborhood Involvement/Community Building

### Steering Committee\*

Describe your steering committee for this project. Include all steering committee members on the "Community Match Pledge Form".

The Steering Committee for this project represents Arbor Heights Elementary School, Arbor Heights Block Watch Program and Arbor Heights community members. Our goal is to recruit additional members

### Current Committee:

Merita Patton, Arbor Heights PTA Grant Chair

John Christiansen, Arbor Heights PTA President

Jennifer McNeely, Arbor Heights Community Member

Rachel Vaughn, Arbor Heights Community Member

Denise Aldrich, Arbor Heights Community Member

Christy Collins, Arbor Heights Elementary School Principal

JoDean Edelheit, Arbor Heights Block Watch Captian

### Outreach Plan\*

Include a detailed outreach plan that describes how you will let people know about your project as well as the names or types of individuals and groups you are involving or planning to involve.

As we organize our Community Saftey Workshop we will reach out to many more local organizations including Arbor Heights Elementary School PTA members, Arbor Heights families and faculty, the Seattle Police and Fire Department, West Seattle Be Prepared We will involve Denny Middle School, Chief Sealth High School, neighborhood block watch participants, Arbor Height Community Church members, Fauntleroy YMCA members, local businesses, surrounding area private and public elementary schools. We will publicize our project using but not limited to: West Seattle Blog, West Seattle Herald, sandwich boards around the neighborhood, information on the school website and Facebook page, posters in local churches, grocery stores, public library and school bulletins.

### Volunteer Opportunities\*

Describe volunteer opportunities, showing how people with different interests can all be involved in your project.

We have already connected with many neighbors and Arbor Heights families about our intention to build a stronger community through our safety efforts. Recruiting volunteers for the following tasks will be easy and fun!

## Committees for the Arbor Heights Emergency and Disaster Preparedness Project

### Event Planning and Logistics

### Container Organizing

## Emergency Supply Procurement

## Outreach to the Surrounding Community

## Media Development and Distribution

## Job Description

If your NMF funding request includes hiring people for professional work, provide a job description highlighting work responsibilities, number of work hours and compensation.

## Outcomes

### Specific Outcomes\*

Talk about how, after your project is completed, your community will be positively changed. Describe specific outcomes, both tangible and/or intangible results.

The students and staff at Arbor Heights Elementary (approximately 400 individuals) will have needed training and supplies when an emergency or disaster takes place. Halloween 2011 outreach will increase awareness of emergency preparedness efforts for approximately 200 households (20 Safety Patrol members X a minimum of 10 household visits) in the Arbor Heights neighborhood. Outreach and marketing will yield 75-100 participants in our community workshop who do not currently have children attending Arbor Heights Elementary School. As a result, approximately 75 additional households in the Arbor Heights neighborhood will have emergency preparedness awareness and support to be able to sustain themselves for the recommended 3 days in the event of a disaster or state of emergency. We will work with local emergency and disaster preparedness professionals and volunteers to develop and implement a strong staff training program for CPR, first Aid and search and rescue. This will allow Arbor Heights Elementary to be a resource for the children and families of the school, as well as for the members of the surrounding community.

### Evaluation Tools\*

Describe what evaluation tools you will use to measure project success.

We will provide comment cards for Arbor Heights Elementary staff and community members to be filled out and returned to a box that will be located at the school and area meeting places. These cards will be reviewed by the steering committee and suggestions will be considered as we continue to plan for and address our on-going community safety needs.

## Capital Expenses

Item	Description	Amount
		\$0.00

## Personnel Expenses

Item	Description	Amount
		\$0.00

#### Professional Services Expenses

Item	Description	Amount
		\$0.00

#### Supplies and Materials Expenses

Item	Description	Amount
Search and rescue supply kits	3 kits, including S&H	\$840.00
Administrative supplies for emergency command tent	copy paper, binders, tables, chairs, pens, tape, files	\$1,600.00
Sanitation and medical supplies	privacy shelters, portable toilets and accessories; first aid supplies	\$870.00
Emergency equipment	escape ladders, walkie-talkie system, bullhorn, shelters	\$2,900.00
Personal emergency kits for students and staff	3 days' supply; 440 kits	\$3,960.00
Storage Containers for Supplies	storage containers for emergency supplies (water, food, tools)	\$1,000.00
Community Outreach event	emergency preparedness event for neighborhood; marketing, supplies e.g, handouts	\$1,200.00
Search and Rescue Training 3 people	S&R training 3 people @ \$450	\$1,350.00
CPR Training for Staff/ Teachers	Red Cross Training for all Staff 95\$ 40 staff	\$3,800.00
		\$17,520.00

#### Cash Match

Item	Description	Amount
Arbor Heights PTA	cash contribution	\$5,000.00
		\$5,000.00

#### Donated Services Match

Item	Description	Amount
		\$0.00

#### Donated Supplies and Materials Match

Item	Description	Amount
		\$0.00

#### Volunteer Labor Match

Item	Description	Amount
Staff attending CPR/First aid training	6 hours each, 40 staff	\$4,800.00
Search and rescue training	3 people at 10 hours	\$600.00
Community outreach marketing	distribution of fliers and materials 20 hours	\$400.00
Steering Committee Meetings	7 people, 4 meetings @ 1.5 hr each @20\$ per hour	\$840.00
Workshop organizing	Materials and refreshments	\$480.00
		\$7,120.00

#### Total Budget

This amount represents the total amount requested.

Total Requested Amount: \$17,520.00

Total Match Amount: \$12,120.00

#### Community Match Pledge Form

Name	Address/Zip	Phone	Email	Type of Support	Category	Number of Hours
						Value of In-kind Donation
5th Grade Safety Patrol	Arbor Heights Elementary School	3701 Southwest 104th Street	Seattle, WA 98146	206-252-9250	20 Students to hand out fliers during Halloween to raise awareness to be prepared,	Volunteer Labor 20 \$400.00
Arbor Heights Teachers & Staff	Arbor Heights Elementary	3701 Southwest 104th Street	Seattle, WA 98146	206-252-9250	Teachers and Staff at Arbor heights to attend CPR/ First Aid training	Volunteer Labor 240 \$4,800.00
Arbor Heights Search and Rescue Team Member 1	Arbor Heights Elementary	3701 Southwest 104th Street	Seattle, WA 98146	206-252-9250	Training for Search and Rescue	Volunteer Labor 10 \$200.00
Arbor Heights Search and Rescue Team Member 2	Arbor Heights Elementary	3701 Southwest 104th Street	Seattle, WA 98146	206-252-9250	Search and Rescue Training	Volunteer Labor 10 \$200.00
Arbor Heights Search and Rescue Team Member 3	Arbor Heights Elementary	3701 Southwest 104th Street	Seattle, WA 98146	206-252-9250	Search and Rescue Training	Volunteer Labor 10 \$200.00
Merita Patton, PTA Grant, Steering Committee Chair	10444 California Ave SW	Seattle, WA 98146	206-937-2258	meri_patton@yahoo.com	Chairperson and Steering Committee Meetings, 4 meetings @ 1.5 hour each.	Volunteer Labor 30 \$600.00
John Christianson, Steering Committee Member	Arbor Heights	206-252-9250	chrstnsnj@yahoo.com	Steering Committee Meetings 4 @ 1.5 hours each.	Volunteer Labor 6 \$120.00	
Jennifer McNeely, Steering Committee Member	4511 SW Director Street	Seattle, WA 98136	206-252-9250	mcsqueely@hotmail.com	Steering Committee Meetings, 4 @ 1.5 hours each	Volunteer Labor 6 \$120.00
Rachel Vaughn, Steering Committee Member	11415 34th Ave. SW	Seattle, WA 98146	206-252-9250	rlvaughn2@gmail.com	Steering Committee Meetings, 4 @ 1.5 hours each.	Volunteer Labor 6 \$120.00
Denise Aldrich, Steering Committee Member	Arbor Heights	206-252-9250	denise.aldrich@comcast.net	Steering Committee Meetings, 4 @ 1.5 hours each.	Volunteer Labor 6 \$120.00	
JoDean Edelhelt, Steering Committee Member	10444 - 34th Ave. S.W.	Seattle, WA 98146	206-439-1696	jdewsea@comcast.net	Steering Committee Meetings, 4 @ 1.5 hours each.	Volunteer Labor 6 \$120.00



Christy Collins, Steering Committee Member	Arbor Heights Elementary 3701 SW 104th Street
Seattle, WA 98146      206-252-9250      cacollins@seattleschools.org	Steering Committee
Meetings, 4 meetings @ 1.5 hour each	Volunteer Labor 6      \$120.00
	356      \$7,120.00

#### Other Information

Please share any additional information we should know about your project.

Dear Department of Neighborhoods,

Arbor Heights community members are looking forward to a safer more emergency and disaster prepared neighborhood. Thank you for this wonderful opportunity.

Kind Regards,

Merita Patton

Arbor Heights PTA Grant Chair

#### Attachments

Page one of flier to be distributed by 5th grade safety patrol.  
Page two of flier to be distributed by 5th grade safety patrol.

#### Total Project Participants

Please estimate how many people will participate in your project. We understand that this can be difficult to know before the project.

Total Number of Participants:      728

#### Ethnicity

Ethnicity	Number
Black, African American	152
White	392
Asian	59
Hispanic	88
American Indian or Alaska Native	37
Native Hawaiian or Pacific Islander	0
Other	

## Age

Group	Number
Adults	200
Seniors	82
Teens	82
Pre-teens	364

## Gender

Gender	Number
Male	364
Female	364

## Language

Language	Number
Amharic	
Arabic	
Cambodian	
Chinese	
Farsi	
Filipino	
French	
German	
Hindi	
Hungarian	
Indonesian	
Italian	
Japanese	
Korean	
Laotian	
Malay	
Oromo	
Portuguese	
Punjabi	
Romanian	
Russian	
Samoan	
Somali	47
Spanish	88
Tagalog	
Thai	
Tigrigna	
Ukranian	
Urdu	
Vietnamese	59

## Other

Other    Number  
Immigrants and/or refugees  
Homeless  
Disabled  
Low-income       320

#### Certification

I agree that checking this box is equivalent to the elected chairperson/president's signature on this application. It certifies that a majority of members of the organization's governing board has voted to undertake this project, that any funds received as a result of the application will be used only for purposes set forth herein, that I am authorized to submit it on behalf of the organization, and that the statements herein are true, complete and accurate to the best of my knowledge.

Certification:    Yes

Organization:    Arbor Heights Elementary PTA

First Name:       John

Last Name:       Christensen

Title:    Arbor Heights PTA President

Date:    10/17/2011